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Short Description: The Student Management System helps the Dining Services managers to keep track of their employees’ information as long as their performances. Every time a student violates a law, the system will automatically send a warning email to that student. If he or she receives a total of 3 warning, the system will terminate that student from Dining services and also saves his or her information in a Ban list so that he or she will never have a chance to work for the Dining Services again.

Key Business Area: Dining Services: Register, Clock in, Clock out,

Time Line: Must Finish Phase 1 Over this weekend

The Student Management System

Dining services is one of the most famous options for a work-study at Luther College. Working for dining services including working for Caf, Marty’s, Nordic Brew, Oneota, or Peace Dining. Each place will have a list of positions and each position will have few students, depending on the demand of works in that position. The Student Management System will keep track of the employees working for Dining Services.

To register for a work-study at Dining services, students will show their first name, last name, ID, email, and class schedule to the Manager and the Manager will enter their information into the Student Management System. First, the system will verify the qualification of the student by checking their information in the Ban List. The Ban List will have the information of the previous Employees who got terminated from the Dining services for some particular reasons.

If the student is qualified for the work, the Manager will add the student’s information into the system. After that, the system will then check their class schedule and return a list of jobs that will fit into the student’s schedule. The student has the right to choose their working time, but he or she need to pick at least 1 shift at the weekend. After the student successfully picks the shift, the system will save his or her record, then also create three new instances to keep tracking their number of warnings, working schedules, and working time. Every time a student violates a rule, he or she will receive a warning. If that student receives a total of 3 warnings, he or she will be terminated, and that student’s information will go into the Ban List so that he or she can never work for dining services again. Working schedule is the student’s schedule, and working time is the total working time of that student in every 2 weeks.

However, the student can appeal against the warning. If the student has an appropriate reason to violate the rule, the manager can remove their warning or even can remove them from the Ban List.

When students go to work, there will be a place for them to clock in and clock out. Students will show their ID to the scanner when they clock in or clock out so that the system will calculate their working time and then add to their total working time. There are few rules for students when they clock in and clock out:

* Student cannot clock in earlier than 5 minutes
* Student cannot late for work
* Student cannot clock out sooner than 5 minutes unless they have the permission of the Manager

However, there will be some issues such as students forget their ID or they forget to clock in/ clock out. In this case, students will enter their clock in and clock out time in the computer near the scanner, but they will need the verification of the Manager.

Finally, the manager can use the system manually to deal with some specific cases. For example, the students can violate the dress code, they take a long break, etc. In those cases, the manager can manually send the warning to those students.